

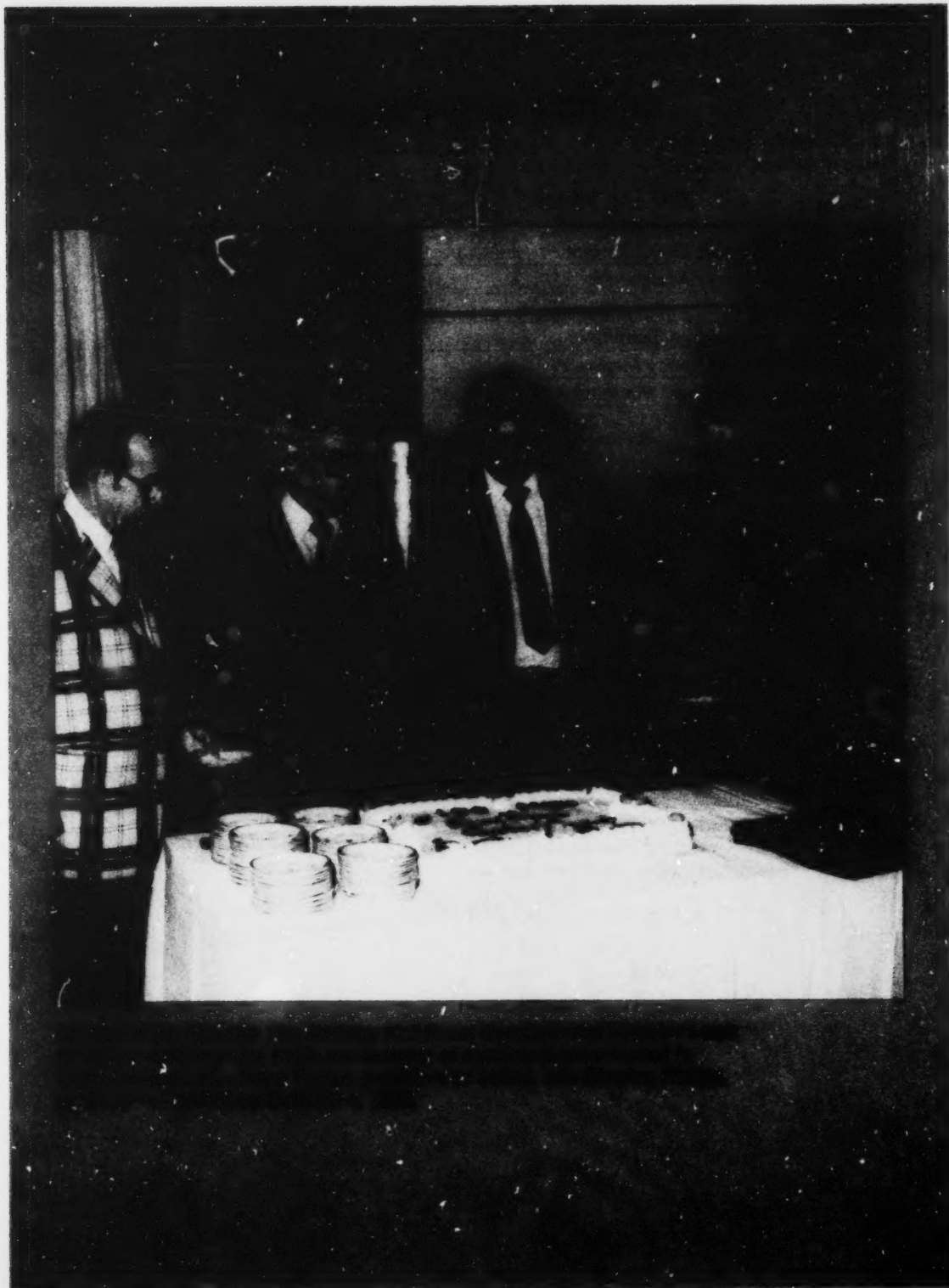


Government of
Saskatchewan

Annual Report 1983-84

Saskatchewan Urban Affairs

85-4162/



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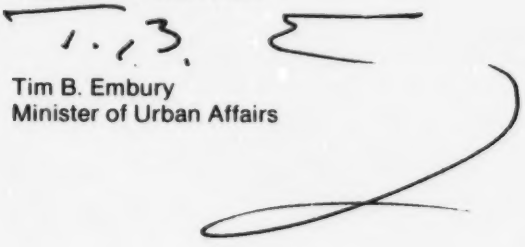
Tim B. Embury

The Honourable F.W. Johnson
Lieutenant Governor
Province of Saskatchewan

Sir:

I have the honour of submitting the annual report
of the Department of Urban Affairs for the year
ending March 31, 1984.

Respectfully submitted,

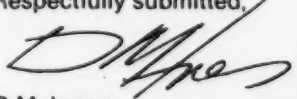

Tim B. Embury
Minister of Urban Affairs

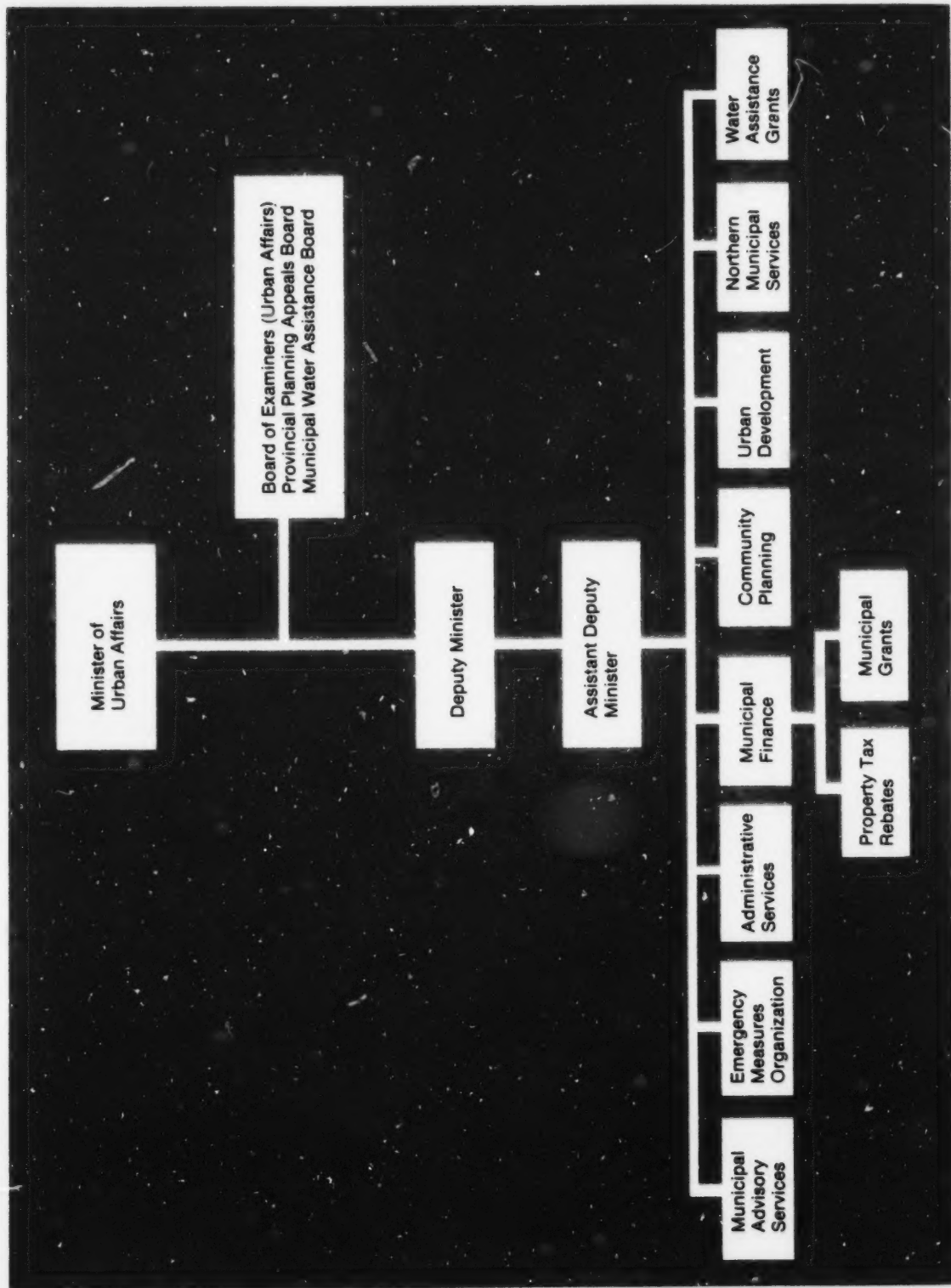
The Honourable Tim Embury
Minister of Urban Affairs
Regina, Saskatchewan

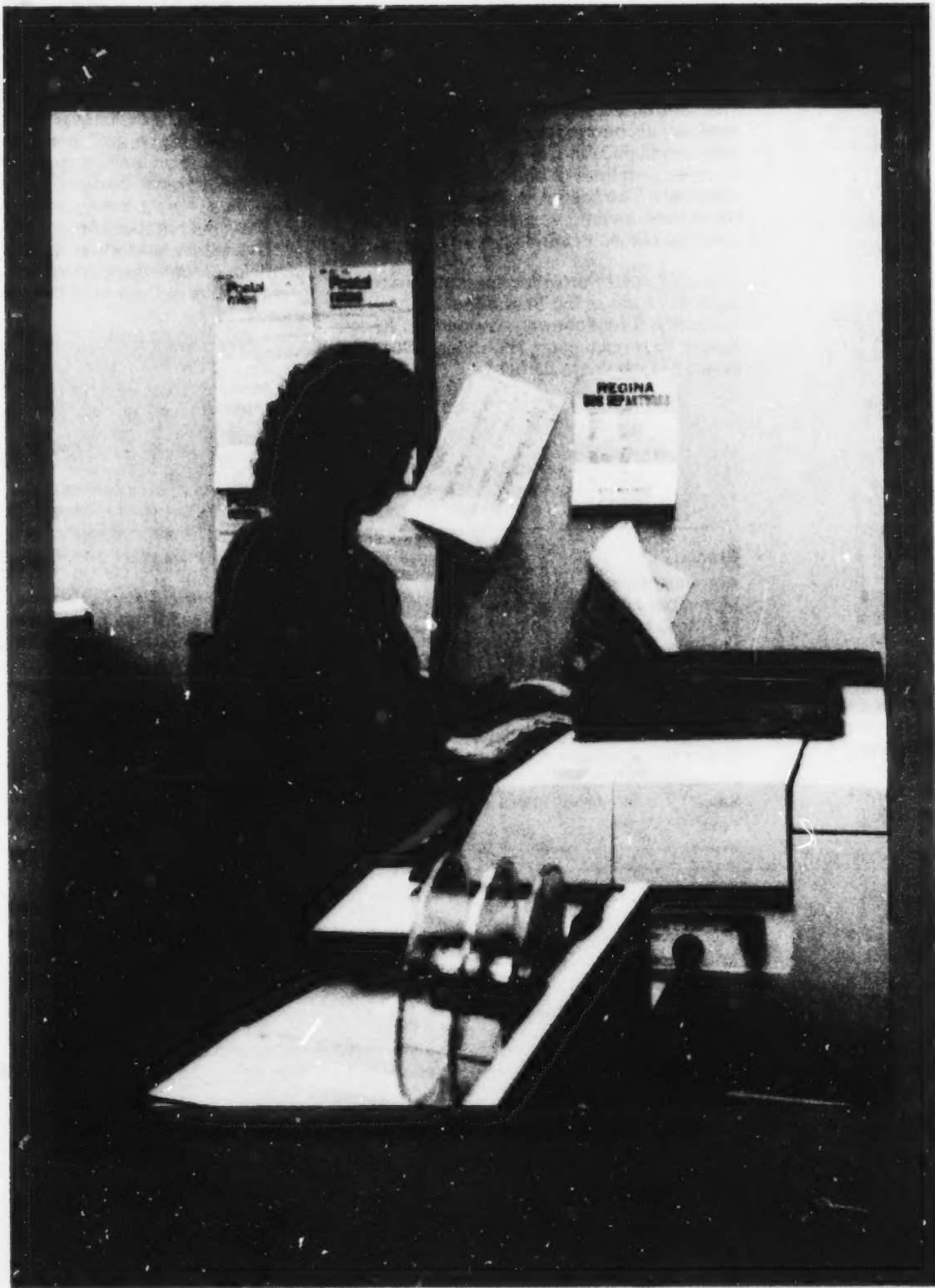
Sir:

I have the honour of submitting the annual report
of the Department of Urban Affairs for the year
ending March 31, 1984.

Respectfully submitted,


D.M. Innes
Deputy Minister of Urban Affairs





The Administrative Services branch is responsible for the provision of centralized services to other branches as well as provision of support services to other government agencies.

The centralized services include personnel services, accounting and estimate preparation; mail and duplicating, information and library services; purchase of equipment, supplies and stationery. The branch is also responsible for equipment, inventory, space requirements, furniture placement and CVA vehicles.

The branch also provides support services to agencies such as the Saskatchewan Assessment Authority; Saskatchewan Assessment Appeal Board; Provincial Planning Appeals Board; and Board of Examiners (Urban).

Personnel

The Personnel Section is responsible for all personnel activities which include: administering personnel policies and procedures; interpreting and implementing the Collective Agreement; processing transactions and maintaining records and assisting branch managers with staffing, classification, performance evaluation, and management-employee relations.

The total number of permanent positions in the Department at March 31, 1984 was 161. The table below shows the number and distribution of positions at the end of the year.

There were 2 retirements in the department during the year. John Marusiak, Supervisor of the Management Services Branch retired in January after 18 years service. Alex McIntyre, an accountant in the Municipal Grants Branch, retired with 36 years of service in the government.

Branch	Regina	Saskatoon	Total
Administration	22	1	23
Municipal Advisory Services	9	-	9
Northern Municipal Office	-	-	41
Municipal Finance			
— Municipal Grants	9	-	9
— Property Tax Rebates	27	-	27
Community Planning Services	25	8	33
Emergency Measures Organization	3	-	3
Urban Development	7	-	7
Water Assistance	7	-	7
Saskatchewan Assessment Appeal Board	2	-	2
Total	111	9	161

Grant Payments

During 1983-84 a number of grant payments were made to both urban municipalities and to individual home owners and renters totalling \$168,733,478. Under the various department programs available to urban municipalities,

\$90,904,196 was distributed to urban municipalities during the fiscal year. A total of \$77,829,282 was paid out to individuals under the Property Tax Rebate programs. The table below shows these grant payments by program.

Grants to Local Authorities — 1983-84

Neighbourhood Improvement Program		171,602
Industrial Towns		235,000
Municipal Water Assistance Board		4,800,000
Urban Revenue Sharing — General	\$61,267,824	
— Fire	277,587	
— Recreation	522,840	62,068,252
Water Pollution Control Assistance		358,948
Water Development for Regional Economic & Drought Proofing		659,741
Meewasin Valley Authority		752,915
Wakamow Valley Authority		96,927
Community Planning Association of Canada		5,000
Saskatchewan Urban Municipalities Association		5,000
Urban Municipal Administration Association of Saskatchewan		1,000
Intergovernmental Committee on Urban and Regional Research		10,436
Prince Albert District Planning Commission — Local Studies		25,000
City of Moose Jaw — re: Heritage Canada Foundation		36,300
City of Weyburn — study for water and sewer		20,000
Northern Capital Grants		450,000
Grants for Upgrading Northern Water and Sewer Facilities		108,930
Grants for Provision of Northern Fire Protection Facilities		85,382
Grants to the Town of Meadow Lake for Infrastructure Development		500,000
Implementation of Qu'Appelle Agreement — Community Development Assistance		12,000
— Waste Treatment		598,512
Community Capital Fund		11,921,183
Lloydminster Water Supply Grant		3,048,000
Transit Grants — Municipal	3,445,806	
— Disabled	1,191,607	4,637,413
Regina Rail Relocation Assistance		296,655
Total		\$90,904,196

Grants to Individuals

Property Improvements Grants	44,821,105
Senior Citizens School Tax Rebate	25,435,807
Renters Property Tax Rebate	7,572,370
Total	\$77,829,282
Total Grants Disbursed by Urban Affairs	\$168,733,478



The Community Planning branch's primary function is to administer The Planning and Development Act and its regulations and to provide professional and technical planning assistance to municipalities, developers, and the public on land-use matters.

The branch also administers The Municipal Expropriations Act and sections of The Urban Municipality Act related to annexations, incorporations and status changes.

The administration of these acts involves the review and recommendation of bylaws and amendments for municipal development plans; zoning and subdivision bylaws; applications for alterations to urban municipal boundaries; applications for change in status of urban municipalities and incorporations; and expropriation proposals of urban lands.

The branch also reviews and issues decisions on all subdivisions in urban municipalities (except those for Regina, Saskatoon and Prince Albert which have been designated approving authorities), and on all subdivisions in the Qu'Appelle planning districts.

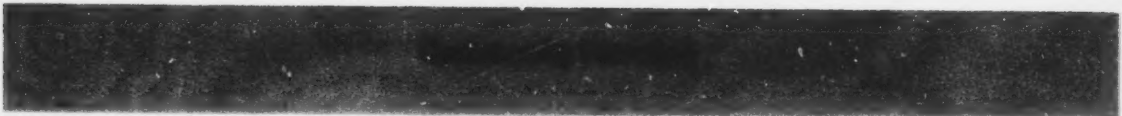
The following chart shows the workload of the branch in these areas during 1983-84:

The branch also administers the Public Reserve and Buffer Strip Regulations under The Planning and Development Act. Public Reserve lands are owned by the Crown but may be leased to local authorities for use as school sites, parks and recreational areas or other public uses or, in some cases, sold or exchanged at the discretion of the minister. As the chart indicates, during the year 156 applications regarding Public Reserves and Buffer Strips were processed.

The branch reviews and comments on referrals from the Community Planning Services Branch of Saskatchewan Rural Development, dealing with subdivision applications and other matters of intermunicipal interest within 5 km of the corporate limits of a city, 3 km of the corporate limits of a town and 2 km of the corporate limits of a village. During the year 232 referrals were processed.

The branch staff also provided advisory assistance to the six Planning Districts along the Qu'Appelle Valley. Assistance was provided in reviewing 642 development applications.

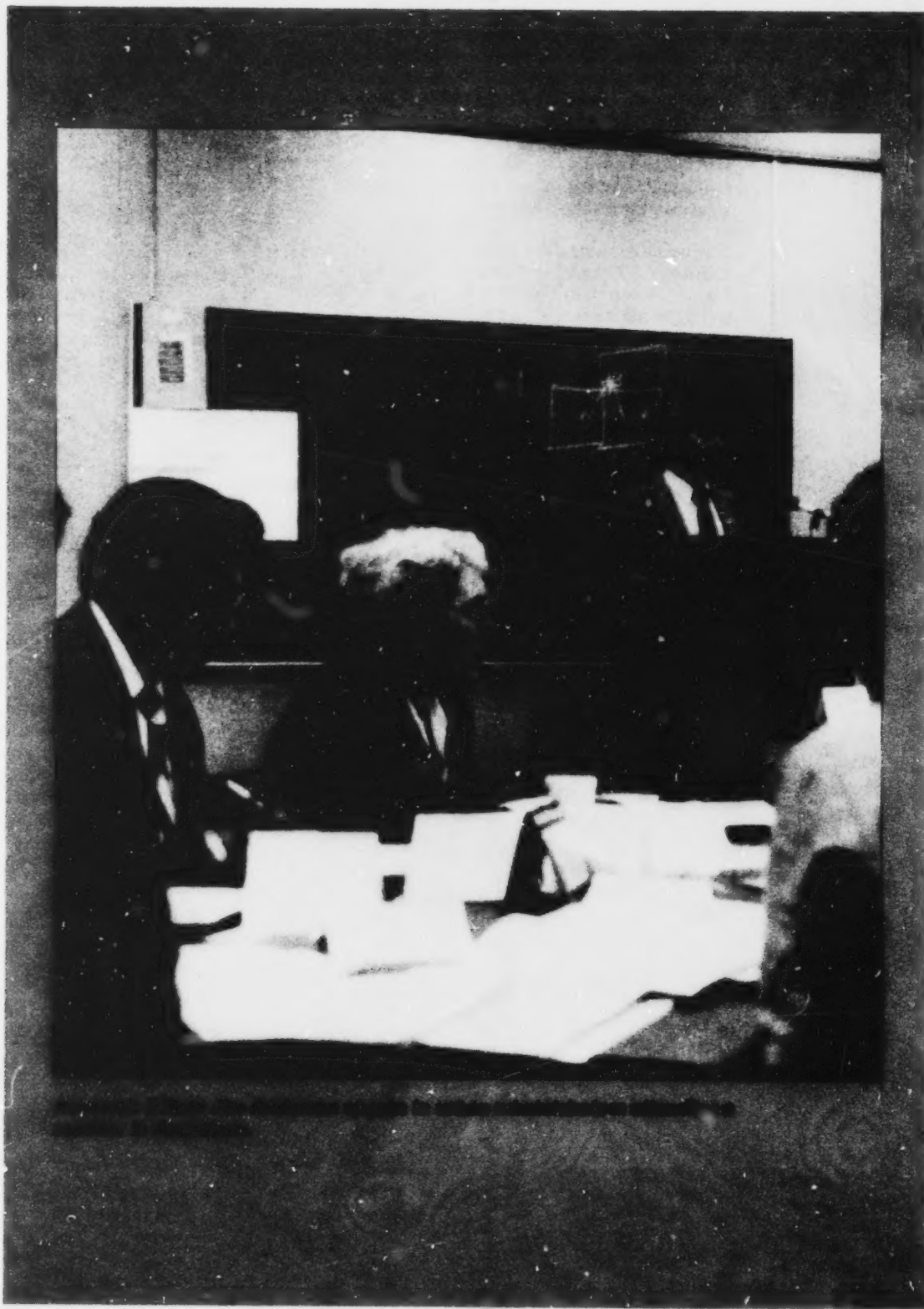
Project	Approvals	Refusals
Municipal Development Plan Bylaws	8	-
Municipal Development Plan Amendments	3	-
Zoning Bylaws	32	-
Zoning Bylaw Amendments	213	1
Subdivision Bylaw Amendments	-	-
Planned Unit Development Bylaw Amendments	-	-
Annexations — Cities	3	-
— Towns	12	-
— Villages	14	1
Village Incorporations	4	-
Status Changes	4	-
Name Change	-	-
Expropriations	3	-
Subdivision Applications	687	5
Subdivision Reapprovals	25	-
Replotting Schemes	4	-
Public Reserve — Easements	41	-
— Land Exchanges	17	-
— Leases	11	-
— New Public Reserves	52	-
— Other Matters	35	-



New Legislation

A major project in which the branch was involved in 1983-84 was the preparation of the new **Planning and Development Act** as well as the regulations under this Act (Subdivision Regulations and Dedicated Lands Regulations). The new Act and Regulations were prepared by the Planning Act Review Committee which consisted of representatives from the Departments of Urban Affairs, Rural Development, Northern Saskatchewan and Executive Council. The branch, in conjunction with Rural Development, held a series of workshops for municipal officials to assist in the implementation of the Act. These workshops were attended by over 1,000 municipal representatives.

On January 1, 1984, the Community Planning Branch of the former Department of Northern Saskatchewan was transferred to Urban Affairs.



The Municipal Advisory Services Branch was until January, 1984, part of the Municipal Management and Finance Division of the department. However, as part of the general reorganization of the department, and in recognition of the increasing need to provide specialized advice on municipal administration matters to municipalities, the branch was separated from the division.

The two major statutes administered by the branch are The Urban Municipality Act and The Local Government Election Act, the principal legislation for over 500 urban municipalities. The branch is responsible for ongoing consultations on, and amendments to, these two statutes as well as a number of other urban-related statutes including The Local Improvements Act, The Tax Enforcement Act and others.

The advisory staff members assist elected and appointed municipal officials and urban residents with day-to-day administrative problems and procedures relating to municipal law, accounting and general office administration. They also call on municipal offices, conduct seminars, carry out municipal certificate inspections and review the financial management procedures of municipalities. In addition, they evaluate the financial position of municipalities and develop and implement uniform accounting and financial reporting procedures.

The following table shows the types and number of issues handled by the advisory staff during the fiscal year under review.

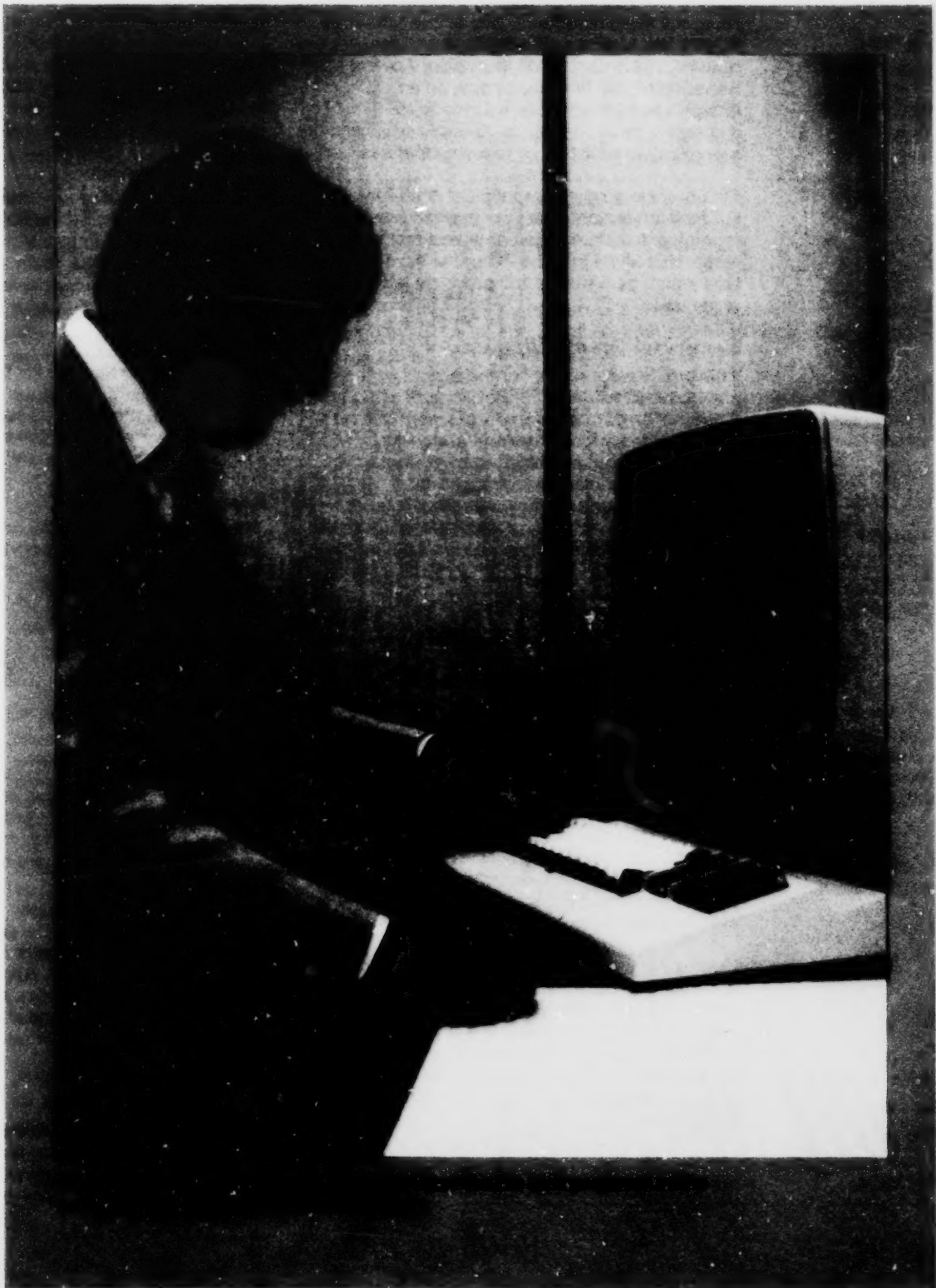
Issue	Number Handled
Certificate Inspections	19
Office Visits	151
Seminars	5
Conferences	5
Telephone Inquiries	
— Office Administration	304
— Accounting	627
— Municipal Law	2,043
— Other	286

The research staff exercises a lead role in the preparation of original urban-related legislation and amendments to such legislation, especially The Urban Municipality Act and The Local Government Election Act.

The research staff provides on-going policy analysis and advice to branch and departmental personnel in the form of briefing notes, speeches and correspondence; and to municipal officials through bulletins and guides. In addition, it plays a central role in seminars and conferences organized by the branch.

The research staff is also responsible for liaison with other departments and agencies of the provincial government, other provinces and the federal government on current issues affecting cities, towns and villages in Saskatchewan.

During the past year, research and consultation that began in the preceding years regarding The Urban Municipality Act, resulted in the passage of a new Urban Act in the Spring, 1984 Legislative Session. Work also began on revisions to regulations, manuals and guides to bring them in line with the new Urban Act.



During the year under review, a departmental reorganization resulted in one of the branches three units separating to become an independent branch. In January, 1984 Municipal Advisory Services left the branch to become an independent branch, in response to the increasing need to provide specialized advice on municipal administration to municipalities.

This branch is now composed of the Municipal Grants Unit which is responsible for provincial-municipal fiscal arrangements and related research activity and the Property Tax Rebate Unit which administers the property tax rebate programs.

Municipal Grants Unit

This unit is responsible for the policy analysis and administration of the Revenue Sharing and Community Capital Fund programs. The unit also provides information and analysis on provincial-municipal fiscal arrangements, municipal financial positions, capital expenditures, and capital financing. A more detailed report on activity undertaken under the Community Capital Fund can be found on page 16 of this report.

Revenue Sharing

Revenue sharing is an arrangement under which the provincial government transfers a part of its revenues to municipalities on a consistent basis from year to year, in accordance with an escalator index designed to increase municipal revenues as the provincial economy grows.

The unit's responsibility for the development and administration of the urban revenue sharing program includes the unconditional grant and two intermunicipal programs. The unit shares responsibility with the departments of Rural Development and Finance for policy analysis of the escalator index.

During the year under review, a committee consisting of the executive board of SUMA and staff of the department continued to review the revenue sharing program. The pressing need for a review arose from the removal of the gasoline tax in 1982 and the implications for the tax bases of the escalator index which determines the size of the pool.

As an interim measure while discussions continued with SUMA, the urban revenue sharing pool was increased by 7 per cent. For 1983-84, the total value of the urban pool was \$62.1 million, excluding the Municipal Road Ambulance Program which was transferred to the Department of Health.

Distribution Formula

The basic, per capita, and foundation grants are unconditional and the municipality is free to use these funds according to its priorities. These grants account for approximately 99 per cent of the total pool. The intermunicipal programs are the only part of revenue sharing that are conditional.

The distribution formula for the unconditional portion of the urban revenue sharing program was frozen at the previous year's level and every community received a 7 per cent increase over the total unconditional grant received last year.

Basic Grant

This grant is payable to all urban municipalities and is of considerable importance to very small communities. During the year under review a total of \$1,258,224 was paid to municipalities in basic grants.

Population	Grant
0 - 149	\$1,840
150 - 299	2,450
300 or more	2,700

Per Capita Grant

Uniform per capita amount of \$48.40 per resident is paid based on the 1981 federal census. During the year under review a total of \$35,296,852 was paid to municipalities in per capita grants.

Foundation Grant

The foundation grant is intended to equalize the ability of comparable communities to provide an average level of services. Approximately 90 per cent of urban municipalities receive a foundation grant. During the year under review a total of \$24,461,999 was paid to municipalities in foundation grants.

Intermunicipal Programs

The Intermunicipal Fire Protection and the Intermunicipal Recreation programs are conditional grants that provide per capita assistance for the provision of fire protection and recreation services.

Urban Revenue Sharing	1981-82	1982-83	1983-84
Unconditional	\$51,345,852	\$57,246,865	\$61,267,824
Municipal Road Ambulance*	1,800,527	2,069,187	--
Fire Protection	267,905	276,517	277,587
Recreation	496,957	520,315	522,840
Total	\$53,911,241	\$60,112,884	\$62,068,251

*The Municipal Road Ambulance Program was transferred to the Department of Health.

Intermunicipal Fire Protection Program

A municipality that enters into a written agreement with one or more municipalities to provide fire protection services on a co-operative basis is eligible for funding.

As of March 31, 1984, 363 urban municipalities and 270 rural municipalities were participating in the program.

Grants are calculated on the basis of \$1 per capita based on the 1981 federal census up to a maximum of \$10,000. Grants paid to date are as follows:

	1981-82	1982-83	1983-84
Urban Municipalities	\$267,905	\$276,517	\$277,587
Rural Municipalities	216,943	206,945	211,216
Total	\$484,848	\$483,462	\$488,803

Intermunicipal Recreation Program

Municipalities entering into a written agreement with one or more municipalities to share operating and maintenance costs of recreation facilities are eligible for funding. Recreation facilities are defined in the broad sense, to include facilities for sports, arts, culture, and leisure time activities. The program does not apply to recreation facilities funded by other government agencies.

A per capita grant, based on the 1981 federal census, of \$1 for the first 15,000 population, 75 cents for the next 15,000, and 50 cents for the population in excess of 30,000; and a basic grant of \$100 will be paid annually to each municipality in the program.

As of March 31, 1984, 303 urban municipalities and 218 rural municipalities were participating in the program.

The grant is calculated on the basis of 50 per cent of actual expenditures made by a municipality with respect to an agreement, up to the maximum set out below.

	1981-82	1982-83	1983-84
Urban Municipalities	\$496,957	\$520,315	\$522,840
Rural Municipalities	192,393	180,313	197,707
Total	\$689,350	\$700,628	\$720,547

Property Tax Rebates Unit

The Property Tax Rebates unit administers three property tax rebate programs: The Property Improvement Grant, the Senior Citizens School Tax Rebate, and the Renters Property Tax Rebate.

Property Improvement Grant

The Property Improvement Grant is provided to virtually every non-senior citizen property owner in Saskatchewan as a rebate on their property taxes. Property owners are eligible for a grant of up to one-half of the taxes paid to a maximum of \$230. If an applicant owns other business property, a further rebate is possible. However, the total maximum rebate is \$375 per family per year.

During the year under review, 216,477 Property Improvement Grants were disbursed to property owners for a total expenditure of \$44,821,105.

Senior Citizens School Tax Rebate

The Senior Citizens School Tax Rebate is a rebate of property taxes paid by senior citizen property owners (65 and over) in Saskatchewan. In 1982, the maximum levels for the program were increased by \$50 to \$510. If an applicant owns other property (farm or business), a further rebate is possible. However, the total maximum rebate available is \$655 per family per year.

During the year under review, 79,558 Senior Citizens School Tax Rebates were disbursed to senior citizen property owners for a total expenditure of \$25,435,807.

Renters Property Tax Rebates

The Renters Property Tax Rebate is paid to people who rent their principal residence. In 1982, the maximum rebate was increased by \$35 to \$150. During this fiscal year, 63,830 Renters Property Tax Rebates were paid to renters for a total expenditure of \$7,572,370.



The 1983-84 fiscal year was a year of substantial change for the Northern Municipal Services Branch, beginning with the implementation of **The Northern Municipalities Act** on October 1, 1983 and the realignment of the branch to the Department of Urban Affairs on January 1, 1984.

This branch is located in La Ronge with a field office in Buffalo Narrows. It provides support services to northern local governments in areas of advisory assistance and training in technical and administrative matters pertaining to local government affairs. The branch is also involved in the delivery of the Junior Local Government Administration Course on behalf of the University of Regina Extension Division.

In addition to providing support services, the branch administers grant programs that provide both operating and capital funding assistance to northern municipalities. The Northern Revenue Sharing program provides operating assistance while three programs, the Northern Capital Grants program, the Fire Protection Facilities program and the Northern Sewer and Water Upgrading program provide conditional capital funding.

During the year under review, there were 36 local governments in northern Saskatchewan. After the implementation of **The Northern Municipalities Act**, these local governments were composed of three towns, nine northern villages, 13 northern hamlets and 11 northern settlements. All but the northern settlements are autonomous and administered by a locally-elected mayor and council. Northern settlements are under the administrative authority of the Minister of Urban Affairs.

Advisory Services

This section of the branch provides administrative support and advice in areas such as financial administration, municipal accounting, bylaw enforcement, assessment and taxation, and interpretation of statutes and regulations. With the implementation of **The Northern Municipalities Act**, the advisors have the added responsibility of serving as administrators of the 11 northern settlements.

Education and Training

During the year, this section experienced a significant increase in activity and emphasis in meeting the training requirements of the northern local governments as a result of **The Northern Municipalities Act**. The new legislation

considerably altered the structures and responsibilities of 24 of the 36 northern local governments and took them from a high level of dependency to a level of substantial responsibility for the administration of their own affairs.

The Education and Training section took major responsibility for the preparation and delivery of comprehensive training materials and information based on the new legislation. It also conducted workshops for both elected and appointed officials in centralized northern locations.

This section also delivers the University of Regina's two-year certificate course in Junior Local Government Administration. Under this program, students are brought into La Ronge periodically for classroom instruction in completing this correspondence course. Assignments are marked and examinations are held in La Ronge.

This approach has contributed substantially towards increased interest, participation and success in the program by northerners. This program is considered one of the most important in preparing qualified persons to serve in northern municipalities.

Grants to Northern Local Governments

The implementation of **The Northern Municipalities Act** changed the basic structure and nature of the grant programs. The Northern Revenue Sharing program replaced the unconditional operating grant program of previous years. This program provided \$4,901,320 during 1983-84 as compared to \$4,057,650 under the previous program in 1982-83.

During the year under review, eight northern communities received a total of \$656,040 under the Northern Capital Grants program. Under the Northern Sewer and Water Upgrading program, six northern communities received a total of \$108,930 towards seven projects to upgrade their water and sewer services. This program has been transferred to the newly-created Saskatchewan Water Corporation for the 1984-85 fiscal year. One community received a grant of \$85,382 under the grant program for fire protection facilities to assist in constructing a fire hall and acquiring a fire truck.



This branch was responsible for administering the following programs and functions:

- rail relocation
- municipal transit and transit for the disabled
- industrial towns assistance
- urban parks
- downtown revitalization and mainstreet development

1983-84 was the last year in which Urban Development existed as a separate branch in the department. Preparations were made to consolidate its functions with other branches in the interests of improved efficiency and economy.

Rail Relocation

During the year the branch was actively involved in assisting the City of Regina with its formal application to the Canadian Transport Commission for the Railway Relocation project. The department contributed a total of \$296,654 toward the preparation of urban development, financial and transportation plans required in support of the application in 1983-84.

Urban Transit

The branch administered two programs that provide financial assistance for urban transit — the Municipal Transit Assistance Program and the Transit for the Disabled Program.

Under the Municipal Transit Assistance program payments amounting to more than \$3.4 million were made in 1983-84 to seven cities and two towns to assist with the operation of public transit and the cost of improvements to transit systems.

By the end of 1983-84 a total of 45 communities were participating in the Transit for the Disabled Program, an increase of seven communities over the previous year. More than \$1.1 million in grants was paid out to these municipalities in the 1983-84 year. This total included more than \$289,000 to cover the provincial contribution of 75 per cent of the cost of 11 new wheelchair lift-equipped buses and vans to provide transit service for the disabled and elderly.

Industrial Towns Assistance

Towns and villages that face major expansions of their infrastructure to cope with rapid increases in population resulting from industry locating in or near their community, are eligible for special financial and administrative assistance under this program.

In 1983-84 the Town of Coronach received grants totalling \$235,000 under this program. Of that total, \$35,000 was allocated for retirement of the debenture debt incurred for expansion of infrastructure due to the impact of the Poplar River power plant and mine and \$200,000 for expansion of the town's sewage system.

Urban Parks

The branch administered the Province's financial participation in the Meewasin Valley Authority in Saskatoon and the Wakamow Valley Authority in Moose Jaw.

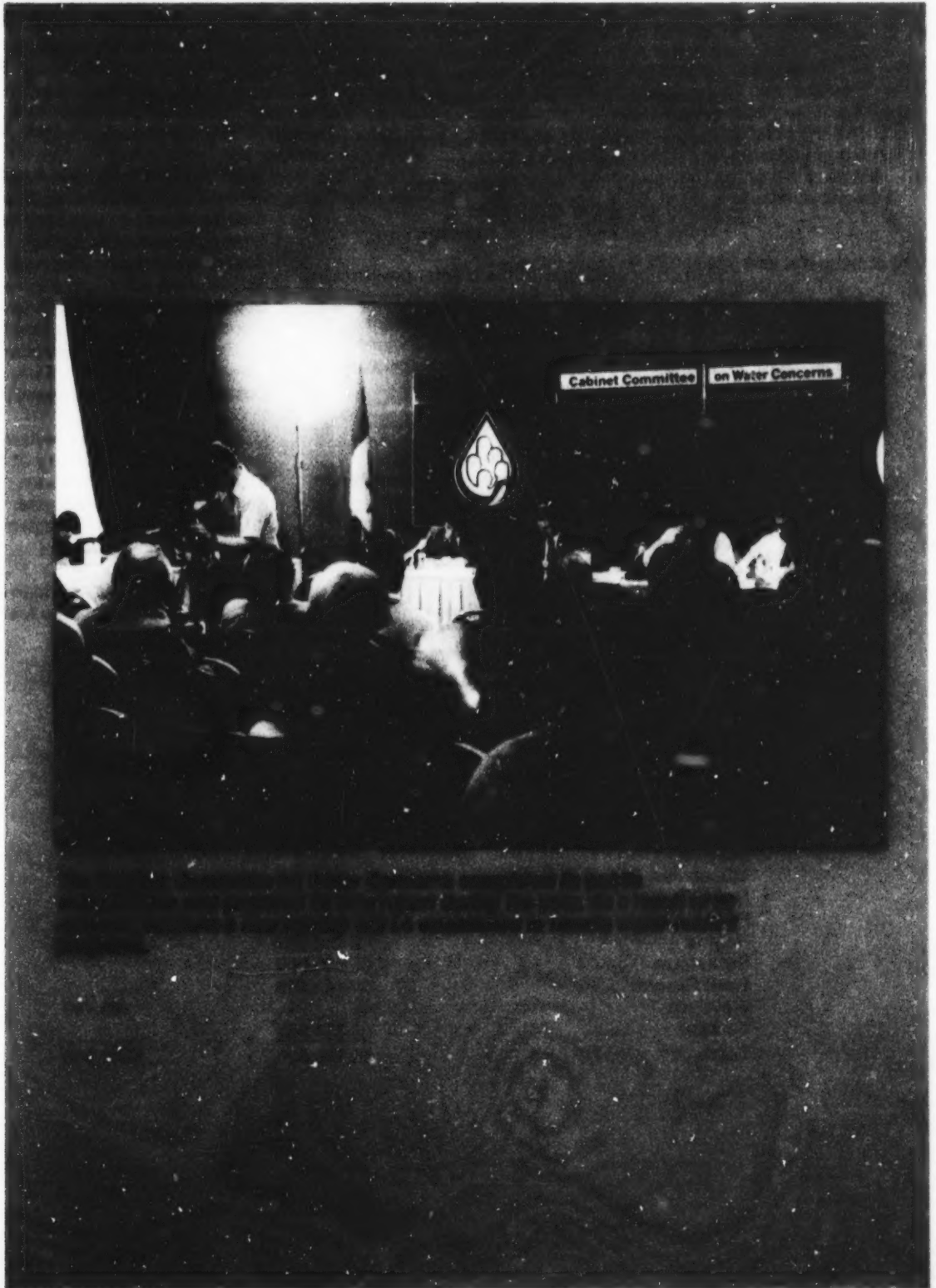
Both these authorities receive annual funding, in accordance with provincial legislation for park development, recreation, education and conservation programs. In 1983-84 the Meewasin Valley Authority received a total of \$752,910 and the Wakamow Valley Authority a total of \$96,926.

Preparations were made to transfer responsibility for the Wascana Centre Authority's statutory funding to Urban Affairs for 1984-85.

Downtown Revitalization

The branch continued to assist with downtown revitalization projects in response to situations or expressions of interests from communities. In the 1983-84 fiscal year the Province provided a total of \$1,039,048 to assist the City of Prince Albert service the debenture debt incurred for the assembly of land used for the construction of the Prince Albert Gateway North Plaza.

The branch also responded to requests for design assistance from a number of small communities participating in the former Mainstreet Development Program.



A major reorganization of all water-related programs throughout government has resulted in the Water Assistance Branch being transferred at year-end to a newly-formed agency that will have responsibility for all water-related programs.

However, during the year the branch was a part of the department and was responsible for administering the following programs:

- Municipal Water Assistance
- Water Pollution Control Assistance

and in co-operation with the federal government, administered these federal-provincial programs:

- Qu'Appelle Implementation Agreement
- Agricultural Service Centres Agreement
- Canada-Saskatchewan Interim Subsidiary Agreement on Water Development

Municipal Water Assistance

In accordance with The Municipal Water Assistance Act, the Municipal Water Assistance Board grants financial assistance for the installation or extension of water or sewerage systems in towns and villages, or in rural municipalities on behalf of hamlets.

In the year under review, the Board met four times and approved grants totalling \$4.8 million for 52 towns, 54 villages and six hamlets. The table shows the breakdown of grants approved during the year.

	Number	Value
Towns	52	\$3,356,200
Villages	54	1,383,740
R.M.s	6	60,060
Research grant	1	4,766
Total	113	\$4,804,766

Water Pollution Control Assistance

Under the jurisdiction of The Water Pollution Control Assistance Act the branch provided financial assistance for a portion of the capital cost of wastewater treatment works in cities. Those cities not eligible to receive a federal government grant regarding Agricultural Service Centres, can receive a grant for 10 per cent of the cost of primary and secondary works. All cities can receive a grant of 15 per cent of the capital costs of advanced wastewater treatment works.

During the year under review, the City of Regina received \$50,191, the City of Melville received \$1,791, the City of Weyburn received \$189,498 and the City of Lloydminster was paid \$117,467 for the construction of improved sewage treatment facilities.

The following table provides a summary of cumulative grants paid to March 31, 1984:

	Total to March 31, 1983	1983-84	Total to March 31, 1984
Lloydminster	\$1,558,380	\$117,467	\$1,675,847
Melville	-	1,791	1,791
Moose Jaw	14,100		14,100
North Battleford	48,152		48,152
Prince Albert	179,676		179,676
Regina	2,424,383	50,191	2,474,574
Saskatoon	500,000		500,000
Swift Current	141,546		141,546
Weyburn	-	189,499	189,499
Yorkton	314,583		314,583
Totals	\$5,180,820	\$358,948	\$5,539,768

Qu'Appelle Wastewater Treatment

As part of the federal-provincial Qu'Appelle Implementation Agreement, municipalities in the Qu'Appelle Valley drainage system are eligible to receive funding for construction of facilities that reduce nutrient-loading of sewage disposed in the system and improve the environment of the drainage basin. In 1983-84, a total of \$598,500 was paid to Moose Jaw and Regina Beach for construction of facilities.

Interim Subsidiary Agreement on Water Development

Under this program certain designated municipalities in the province can receive assistance for water supply facilities. The Prairie Farm Rehabilitation Administration (PFRA) constructs the projects and pays 50 per cent of the cost of construction. During the year, the province paid \$659,700 to projects underway in Weyburn, Kipling and Ceylon.

A special grant of \$3,048,000 was provided to the City of Lloydminster for completion of construction of a water supply project. Due to very rapid growth as a result of heavy oil development, Lloydminster had to make major changes regarding its water supply.

The Community Capital Fund Program is a five-year program which commenced on April 1, 1980. The purpose of the program, established under The Community Capital Fund Program Act is to assist municipalities with the acquisition or construction of capital works or the purchase of equipment.

All cities, towns, villages, and rural municipalities, on behalf of hamlets within their boundaries, are eligible to receive a maximum of \$100 per capita over the term of the program.

The grant can cover up to 60 per cent of the eligible cost of a specific project, but cannot exceed the municipality's share of the project cost. On projects where additional assistance is received from other federal and provincial grant programs, total grants including the Community Capital Fund Program grant, cannot exceed 75 per cent of a project's cost.

In addition to providing unconditional capital financial assistance to municipalities, the program is designed to encourage long-term capital planning by communities. In this way, a municipality can choose the projects it wishes to undertake and determine its priorities and source of financing.

Pursuant to The Community Capital Fund Program Act, all applications must be reviewed by a committee and recommendations made to the Minister for approval or denial of the project applications.

During the first three years of the program, grants totalling \$56,081,311 were distributed among the following categories of municipalities:

Class of Municipality	Number of Municipalities		Number of Projects		Grant Payments	
	1983-84	1982-83	1983-84	1982-83	1983-84	1982-83
Cities	11	12	48	56	\$ 9,068,724	\$11,142,054
Towns	52	108	110	201	1,802,311	3,673,653
Villages	132	178	192	287	892,106	1,566,526
R.M. (hamlets)	46	32	53	38	158,042	113,618
Totals	231	330	403	582	\$11,921,183	\$16,495,851

The purposes for which the Community Capital Fund Program money has been utilized by municipalities in the first three years of the program are listed below:

Project Type	1983-84	(%)	1982-83	(%)	Total	(%)
General Government Services (including Municipal office buildings and equipment)	\$ 4,187,396	(35.1)	\$ 2,344,829	(14.2)	\$ 9,436,807	(16.8)
Protective Services (including firefighting and police facilities and equipment)	410,241	(3.5)	1,594,090	(9.7)	4,374,820	(7.8)
Transportation Services (including street and sidewalk improvements, bridges, parking, airport and buses)	3,016,345	(25.3)	6,757,154	(41.0)	19,764,081	(35.3)
Environmental Health Services (including water, sewage, and waste disposal)	2,842,077	(23.8)	3,137,163	(19.0)	12,473,010	(22.3)
Environmental Development Services (including hospital facilities and health clinics)	71,027	(.6)	32,205	(.2)	451,391	(.8)
Recreational and Cultural Services (including recreational and cultural facilities, rinks, libraries, etc.)	<u>1,394,097</u>	<u>(11.7)</u>	<u>2,630,410</u>	<u>(15.9)</u>	<u>9,581,202</u>	<u>(17.0)</u>
Totals	\$11,921,183*	(100.0)*	\$16,495,851*	(100.0)*	\$56,081,311*	(100.0)*

*figures may not total exactly due to rounding

The Board of Examiners (Urban Affairs), appointed under the provisions of The Department of Urban Affairs Act, is responsible for the issuance of certificates of qualification to clerks, treasurers, and secretary treasurers of urban municipalities, and to other persons who qualify for these offices.

The board consists of three members. One member, who serves as chairman, is appointed from the staff of the Department of Urban Affairs. One nominee is from the Saskatchewan Urban Municipalities Association, and one nominee is from the Urban Municipal Administrators Association.

As at March 31, 1984, the members of the board were:

D.W. Bennett, Chairman
K. Green, Rosetown, representing U.M.A.A.
F. Pedersen, Wynyard, representing S.U.M.A.

The board secretary is C. Schwindt of the Department of Urban Affairs.

During the year under review, the following transpired:

Class "C" — 25 certificates issued; no applications denied

Class "B" — no applications were received/reviewed

Class "A" — 5 certificates were issued; 1 application denied; 6 applications deferred

"Superior A" — no applications were received/reviewed

Administration Permits — 4 permits were issued to urban administrators

Audit Permits — 3 audit permits were issued

The general objective of the Emergency Measures branch is to develop overall plans to ensure the survival and recovery of Saskatchewan residents and their communities from any emergency or disaster and to ensure provincial planning is compatible with national emergency planning.

To help achieve these broader objectives, during the year, the branch worked to develop a system of mutual aid districts throughout the province. All communities will be assigned to a district and will be able to draw on the resources of other communities within the district should a disaster or emergency situation arise.

Branch staff has met with a number of individual communities as well as the Saskatchewan Urban Municipalities Association annual convention to inform them about the mutual aid districts concept.

Training Courses

During the year under review, 118 provincial and municipal officials attended federally-sponsored courses in Arnprior, Ontario. The courses offered were as follows:

- Transportation of Dangerous Goods
- Preparing Community Emergency Plans
- Mayors and Elected Officials
- Exercise Design

Staff also assisted in developing and presenting seminars at the Fire Chiefs' annual convention on mutual aid districts and for the Saskatchewan Health Care Association to upgrade hospital emergency plans.

During the year, the municipal emergency co-ordinators throughout the province formed an informal advisory committee to work with both the federal and provincial governments to improve the emergency response capabilities of their communities.

The Provincial Planning Appeals Board is required to hear and determine appeals in all cases made under The Planning and Development Act, or by an Order or Regulation made under the Act, or by a bylaw passed by a council under the Act, and where provision for appeals to the Board is made under any other Act. The Board may also consider and make recommendations on any matters that may be referred to it by the Minister.

During the year ended March 31, 1984, the Board held 16 meetings, at which a total of 45 appeals were heard, as follows:

	Appeals Heard	Appeals Granted	Appeals Denied
Cities	23	13	10
Towns	3	2	1
Villages	1	1	-
Rural Municipalities	18	11	7

The Members of the Board are appointed by the Lieutenant Governor-in-Council, under the provisions of The Planning and Development Act.

As at March 31, 1984, the Members of the Board were:

H.E. Wellman, Saskatoon	— Chairman
M.C. Butterfield, Swift Current	— Member
A.H. Hosie, Regina	— Member
B.E. Bratt, Regina	— Member
G. Richardson, Regina	— Member
R. Pankiw, Regina	— Member
B.L. Pultz, Saskatoon	— Member
J. Wolfenberg, Regina	— A/Secretary